



LEGAL BOOKKEEPING

Our legal bookkeeping course is designed to equip individuals with the specialized knowledge and skills needed to manage the financial records of law firms and legal practices. It goes beyond general bookkeeping principles to address the unique requirements and regulations governing legal finances.

COURSE SCHEDULE

Course Schedule – This is a template for administration purposes, the course scheduler can change according to time of admission, availability of courses, and number of hours taken by the student.

LAW(B) 101 - Fundamentals of Bookkeeping *(Suggested time of Completion 3-4 Weeks)*

LAW(B) 105 - Legal-Specific Accounting *(Suggested time of Completion 3-4 Weeks)*

LAW(B) 110 - Trust Accounting *(Suggested time of Completion 3-4 Weeks)*

LAW(B) 120 - Time Billing and Expense Tracking *(Suggested time of Completion 2-3 Weeks)*

LAW(B) 125 - Legal Software and Tools *(Suggested time of Completion 1-2 Weeks)*

LAW(B) 130 - Compliance and Ethics *(Suggested time of Completion 1-2 Weeks)*

LAW(B) 135 - Financial Reporting and Analysis *(Suggested time of Completion 1-2 Weeks)*